



DEPARTMENT OF THE NAVY

NORFOLK NAVAL SHIPYARD
PORTSMOUTH, VIRGINIA 23709-5000

09.01-10/23/01-00687

5090
106-1033-01
October 23, 2001

Ms. Susan Lingenfelser
U.S. Fish and Wildlife Service
6669 Short Lane
Gloucester, VA 23061-4411

Dear Ms. Lingenfelser:

SUBJECT: NORFOLK NAVAL SHIPYARD INSTALLATION RESTORATION PROGRAM

For several years, you have been identified as your agency's representative to the Norfolk Naval Shipyard Restoration Advisory Board (RAB). While we have kept you advised of RAB matters through correspondence, it has not been your normal practice to attend the RAB's meetings.

The RAB's by-laws limit its size in order to keep it from becoming so large as to interfere with the ability to hold efficient meetings. Recently, additional members of the community at large have expressed interest in becoming RAB members, but we have not acted on these requests because we currently have no vacant membership positions.

In response to this situation, the shipyard proposes to terminate your RAB membership and utilize the resulting vacancy to accommodate an additional community representative. Your agency would remain on the RAB mailing list, and continue to receive RAB correspondence as before. You and your agency would continue to be welcome to attend any RAB meeting you might wish. This change would allow continued participation by your agency for any issue in which it may have an interest, while also providing for expanded community representation on the RAB.

The proposed effective date for this change is 15 November 2001. Unless you request otherwise, we plan to implement the change as described above. Should you need additional information concerning this matter please contact Jan Nielsen at (757) 396-7231, extension 168.

Sincerely,

P. M. HOST
Director, Environment Division
By direction of the
Shipyard Commander